

insite

the dedicated newsletter of Trinity Business Training part of Salford City College

12 apprentices get their first big break



Apprenticeships SPECIAL EDITION



Cast into an exciting new role: the twelve young people about to embark on a new apprenticeship in Studio & Post-production, devised by Trinity Business Training and ITV Granada.

TRINITY'S focus has now moved onto the region's thriving TV and Media sector, as it looks to give a supporting role to 12 switched-on young people, as part of an exciting new apprenticeships provision devised in conjunction with ITV Granada.

Bolstered by the BBC's recent re-location to its new MediaCityUK headquarters in Salford Quays, the region enjoys a unique televisual and broadcasting heritage. This is thanks, in no small part, to the pioneering work of ITV Granada in the late 1950's and, of course, the enduring worldwide success and appeal of its flagship soap opera, Coronation Street.

To deliver this innovative new Level 3 course in Studio & Post-production, Trinity Business Training is working closely with ITV Granada to help groom the new media professionals of the future.

These new apprenticeships in Studio & Post-production, which commenced on Monday 30th January, will last for 12

months. They represent a precious and fantastic opportunity for someone interested in the TV and Media industry, to learn more about what goes into producing a typical television broadcast.

"These high-quality apprenticeships are geared towards providing each candidate with the basic tools of the trade," confirms Trinity's Business Centre Manager, Tracy Cosgrave. "They cover studio sound, vision, production support, dubbing, editing & colour-grading, graphics and transfer & technical facilities."

Unsurprisingly, the demand for such an exciting apprenticeship opportunity was high, with over 300 applications coming in for the 12 positions advertised, from all parts of the UK including Devon, Edinburgh and even the Isle of Wight.

Once all the applications were processed, Trinity's Specialist Recruitment Team began a process of shortlisting, before whittling down the number of applicants to 83 eager and ambitious 16 to 24 year-olds who were invited to attend a half-day assessment at ITV studios in Manchester.

"This was on the set of Jeremy Kyle," Tracy continues, "in order to give the applicants a rare glimpse of the sharp end of TV production. From this, 24 were selected for interview with ITV Granada's production team, with the 12 now on the apprenticeship being successful.

"This is an unbelievable initial career opportunity for these young people," concludes Tracy, "especially with the region being such a hub of TV production."

Get the lowdown!

What is an Apprenticeship?

Supported and funded by the National Apprenticeship Service, apprenticeships are high quality, integrated, work-based learning programmes for people of all ages.

Leading to nationally recognised qualifications developed by the industry, apprenticeships combine on-the-job training and assessment with taught sessions to build knowledge, hone skills and instil greater self-confidence.

A typical apprenticeship will comprise a minimum of 30 hours paid work per week, and will last for a minimum of 12 months.

How much does it cost for a participating business?

The minimum wage for an apprentice is £2.60 per hour. That said, many employers tend to increase wages, after a probationary period, to reward an apprentice for developing their skills and building their industry-specific knowledge.

What's in it for me and my business?

By choosing to take on an apprentice, or electing to support someone from your current staff onto an apprenticeship, you can deliver real and tangible returns to your bottom line, through significantly increased productivity, enhanced competitiveness, lower overall training and recruitment costs, and a committed, confident staff base dedicated to working harder for your business.

National Apprenticeship Week Monday 6th - Friday 10th February.

A momentous day for Trinity and the city of Salford



Piece of cake: The Salford 500's ambitious apprentice recruitment target was met with the help of committed local employers like Vital Rail, led by Vital Skills Training Operations Manager Lawrence Dobie and Group CEO John Smith, both pictured centre of back row behind high-profile local MP, Hazel Blears. Trinity CEO Graham Pennington is pictured far right.

ON Friday 3rd February, the Trinity Conference Centre played host to the Salford 500 event, in celebration of exceeding the pledge's challenging goal of recruiting 500 apprentices in just 12 months.

The Salford 500 was established by Trinity Director & Assistant Principal, Rachel Kay in January 2011.

Hazel Blears MP for Salford & Eccles, alongside Graham Pennington, presented awards to apprentices from ITV, Vital Rail, Balfour Beatty, Seddon Construction and Salford City College - organisations that represent a small sample of the 150-plus companies that have taken part in the scheme so far.

In his opening address, Graham focused on celebrating achievements: "I'd like to thank everyone for coming today to support this event, which is a celebration of what has been achieved over the past twelve months and also an opportunity for the apprentices to celebrate their own achievements. We now have 509 pledge apprenticeship places with over 150 local companies. Without them, this would not have been possible."

Hazel Blears, MP for Salford & Eccles added: "I can't think of anything I would rather be doing on a Friday morning, than being here and celebrating your achievements."

"I am extremely proud of the tenacity shown by these young people, who want to pursue their working careers and for the 'Salford Spirit' shown by Trinity Business Training in delivering on their promise to recruit 500 local apprentices. Congratulations to all who are part of this project. It is an amazing achievement."

One of the scheme's most supportive employers, Vital Rail, attended the event alongside 22 of their apprentices. Lawrence Dobie, Operations Manager at Vital Skills Training, commented: "As a Salford-based company, and one of the largest suppliers of training services to the rail, energy, mechanical & electrical and construction sectors, we were happy to assist our sister company, Vital Rail, in supporting the Salford 500 Pledge campaign."

"We are delighted to have helped recruit so many apprentices, and to have taken part in a programme which helps to raise awareness of the variety of benefits which apprenticeships bring to both learners and employers."

The trio that did the business for Salford in 2011



Seddon Construction, **Seddon** part of the nationally-operating Seddon Group of companies, is an organisation with an established track-record for first-class apprenticeships provision.

Last September, it helped to transform the lives and futures of 26 ambitious local 16 to 24 year-olds, with the delivery of focused apprenticeships in maintenance operations, site carpentry, trowel occupations, site supervision and general administration.

With offices in Salford and Bolton, Seddon is well-placed to provide vocational training and work experience to apprentices whilst they study for their qualifications at Salford City College.




Part of the Ordsall-based **Vital** Vital Services Group, Vital Rail delivers a broad range of rail-associated services to Network Rail and London Underground.

In September 2011, it demonstrated its total support to the 'Salford 500' campaign, by committing to train no fewer than 60 local people aged 16 and upwards. Each candidate spent 3 months in full-time classroom tuition, combined with hands-on, work-based learning on the Vital Rail practice track.

At the end of the 12-month course, Vital Rail will assess each apprentice on their individual merits, before taking on successful candidates full-time.



Worsley-based Wilkinson Star  is a passionate supporter of apprenticeships, and is dedicated to giving people a chance to shine in the midst of a difficult economic climate.

In January 2011, 10 people enrolled on a focused 12-month apprenticeship scheme at the company's state-of-the-art Welding Academy, where they have been learning new practical skills, techniques and theory whilst studying for their NVQs. "I started my working life as an apprentice," says Chairman Dr. John Wilkinson OBE, "and I believe they represent the best way to prepare for a successful career, no matter what industry you're starting out in."

In their own words - life as a Trinity apprentice



Rapid strides: Level 2 Business Admin Apprentice, Beth Rich is progressing well on her course.

With today's business world now more competitive than ever before, particularly given the current economic uncertainty, it's becoming increasingly vital for ambitious, conscientious young people to get the right training under their belts, in order to give them the best possible start in their chosen careers.

At Trinity, we see apprenticeships as the proven way to deliver high-quality, vocationally-relevant training, as they strike the perfect balance between study and genuine, practical work experience.

Not only do apprenticeships result in meaningful, industry-related qualifications, they are also hugely effective in helping to build and maintain a skilled, enthusiastic and motivated workforce, dedicated to taking today's businesses forward and enhancing their futures.

Here, we listen to the experiences of three young people currently undertaking courses devised by Trinity Business Training, and gain an invaluable insight into what life is like for the modern apprentice.

Beth Rich

Level 2 in Business Administration

"I am currently working towards my business administration qualification,

and completing this with the help of Trinity Business Training.

"On a day-to-day basis, I perform many different administrative tasks. These range from photocopying and filing, to making telephone calls and sending emails/letters.

"For my apprenticeship, I am working with the Specialist Recruitment Team at Trinity. This involves more difficult tasks, examples of which include assisting my colleagues with Literacy & Numeracy testing at assessments, arranging interviews and continuously updating the database.

"I'm really enjoying my apprenticeship, as I am learning new skills and earning my own money, at the same time. So far, the Business Admin apprenticeship has been a very beneficial experience for me, and it will definitely help to develop my self-confidence, whilst improving my understanding of the office-based skills I'm undertaking, whilst completing my NVQ.

"In the future I wish to become a successful Business Administrator, and this course is really helping me start my career in the right vein. I would certainly recommend doing an apprenticeship to any young person who doesn't feel that college is the best route for them, as it leads to so many different career-related opportunities."

Scott Thompson

Level 2 in Rail Track

"Since the beginning of December 2011, I have worked for Vital Rail whilst also completing my Level 2 qualification in Rail Track.

"Before my apprenticeship, I was completing a 360-degree feedback programme locally. Whilst there, my advisor informed me about Trinity Business Training and the recruitment its team were doing for Vital Rail.

"I found Trinity to be really helpful. They kept in contact with me every step of the way, from the initial assessment and interview stage, to when I was offered the actual apprenticeship role itself.

"As I've only been at Vital Rail for about 8 weeks, I'm still learning all the basic skills. This is done through classroom-based learning, where a group of us work and learn about different industry-related subjects, like Health & Safety for instance, and generally get a feel for the tools of the trade, if you like.

"I've recently been doing some practical work, using the tools that I've been learning about and getting involved in constructing a 60-foot rail track in the training yard at Vital Rail.

"I would really recommend an apprenticeship to anyone of my age, as jobs are scarce at the moment, and an apprenticeship represents a precious opportunity to learn new skills. I'm getting proper work experience, gaining my qualification and, importantly, earning my own money."

Rachel Howarth

Level 2 Plumbing

"I am currently working at Emanuel Whittaker in Salford, whilst I complete my Level 2 apprenticeship in Plumbing.

"I started my apprenticeship back in November 2011, and have been working towards my NVQ ever since. I get heavily involved in plumbing on a day-to-day basis, using the skills that I'm learning along the way.

"I am really enjoying my experience, as it's something I've always wanted to do. Before embarking on my apprenticeship, I did try to go through the conventional route of classroom learning, but I just felt it wasn't for me.

"I felt as though it was a dead-end and that, even once I'd finished my training, I still wouldn't have had any proper experience in the workplace behind me.

"This is one of the main reasons why I would recommend an apprenticeship to any young person, as not only are you getting a qualification and genuine work experience, you are also getting a weekly salary which, of course, is a great motivator."

Helping to shape a better future - meet the Trinity recruitment team



Here to help: Trinity's Specialist Recruitment Team includes Resourcing Administrator Courtney Winstanley (far left) and Business Administration Apprentice, Beth Rich (far right), overseen by Nicola Merriman (centre).

The Gateway to a better career

TRINITY'S first-ever Apprenticeships Open Evening, held last November at the Walkden Gateway, proved to be a resounding success for all concerned.

Hot on its heels, a further four high-profile recruitment events have now been confirmed for Spring 2012, kicking off this week at the Eccles Gateway centre, Barton Lane, Eccles, Thursday 9th February, 3pm to 7pm.

As with the inaugural event in Walkden, this will give young people the chance to meet Trinity's Specialist Recruitment Team, find out more about the diverse range of courses on offer and discover how they could start their working lives on the firmest possible footing.

Details for additional events, which individuals can register for in advance via Facebook, are as follows:

Pendleton Gateway
Wednesday 7th March - 5pm to 8pm.
Walkden Gateway
Wednesday 18th April - 5pm to 8pm.
Eccles Gateway
Wednesday 9th May - 5pm to 8pm.



WITH the ever-rising cost of further education, many young people leaving schools and colleges in cities like Salford, are now looking at the exciting possibilities presented by apprenticeships.

This is because taking up a high quality apprenticeship can help them to continue with their education and gain a meaningful, industry-related qualification whilst, at the same time, getting some genuine, practical work experience under their belts.

Here at Trinity Business Training, we have a dedicated recruitment team always on hand, to work with young people throughout Salford and provide expert advice and support on CV building and interview techniques. This is in addition to offering professional guidance across a range of apprenticeship opportunities, culminating in a first-rate vacancy matching service.

The recruitment team is overseen by Nicola Merriman (pictured above centre) who benefits from over 12 years industry experience in a range of sectors. "We take pride in working with young people from all walks of life," says Nicola, "taking the time to find out what it is they really want to do with their lives.

"We then help them to put together a CV and give them one-to-one coaching on interview techniques, before matching them up with the right employer who can give them the best possible start as an apprentice." Nicola is ably supported by Resourcing Administrator, Courtney Winstanley.

Starting her career as a Business Administration Apprentice just over 18 months ago, as part of Trinity's pilot apprenticeships programme, Courtney joined the Specialist Recruitment Team in October 2011.

"No two days are the same for me," confirms Courtney. "It's a very busy team to work in, as I deal with all the incoming CV's and applications, and conduct the initial telephone interviews with anyone who is interested in taking up an apprenticeship with us.

"I am the first point of contact for the Business Team who bring in all the new apprenticeship vacancies," Courtney continues, "and I assist in matching people with opportunities throughout the city and beyond."



(inset above), "It's imperative that we get the right match between an apprentice and an employer," elaborates Trinity Director & Assistant Principal, Rachel Kay (inset above), "to ensure both parties get the very best out of the course. We work hard with both employers and young people to ensure that we place candidates within the right organisation, role and environment. This can only be done by taking the time, during the initial stages of the matching process."

The newest addition to the team is Beth Rich. Beth is currently undertaking a Business Administration Level 2 Apprenticeship, and she provides general administrative support to Nicola and Courtney, as well as arranging for people to come into Trinity for interviews, and to undergo basic literacy & numeracy tests.

The Specialist Recruitment Team will be out and about across Salford throughout National Apprenticeship Week, to engage with as many young people as possible. They will be holding an Open Evening on Thursday 9th February at the Eccles Gateway, Barton Lane, Eccles at 3pm until 7pm.

You can also follow the team on Facebook and Twitter, as well as keeping up-to-date with the latest vacancies on www.salfordcitycollege-trinity.co.uk or on the National Apprenticeship Service website www.apprenticeships.org.uk. Alternatively, you can contact Trinity directly on **0161 631 5555**.